

## ***Kansas Department of Credit Unions Regulations***

**121-2-1** Contingency planning. (a) Plan establishment. Each credit union shall develop and maintain a current written contingency and business recovery plan (the “plan”) meeting the requirements of subsection (b) to provide an established basis for action in the event that the credit union is affected by a natural disaster or other event causing the disruption of operations.

(b) Plan requirements. The plan shall establish processes and procedures to reduce the duration of extended disruptions of key or critical services of the credit union to its members, minimize financial loss to the credit union and ensure a timely resumption of operations. The plan shall:

(1) identify key or critical products or services provided by the credit union;

(2) identify and assess the credit union’s exposure to specific and general risks, including the failure of operating systems and interruption of service from third-party service providers, if applicable, which may interfere with the credit union’s operations in providing the key or critical products or services;

(3) state the key assumptions on which the plan is predicated;

(4) state the credit union’s response to the identified risk, including steps which shall be taken before a disruption of service from the identified risks to minimize the potential impact of the disruption;

(5) address data reconstruction and provide for secure and remote backup storage of data files, programs, and records;

(6) state the alternative responses to the event triggering the interruption of service, if the credit union’s response is dependent upon the anticipated duration of the service interruption; and

(7) provide for the relocation of the credit union, recovery of necessary data and operating systems and resumption of key or critical products and services.

(c) Testing. The credit union shall annually conduct one or more operational tests of the plan for each identified key or critical product or service. The credit union shall document results of the test or tests, including identified weaknesses and corrective action taken.

(d) Plan review. The board of directors shall at least annually review and approve the credit union's plan. The review and approval shall be reflected in the minutes of the credit union.

(e) Compliance date. Each credit union in existence on the effective date of this regulation shall comply with the provisions of this regulation not later than one year after the effective date of this regulation. Each other credit union shall comply with the requirements of this regulation not later than one year after the credit union becomes a Kansas chartered credit union. (Authorized by and implementing K.S.A. 17-2206(a); effective June 21, 1996.)